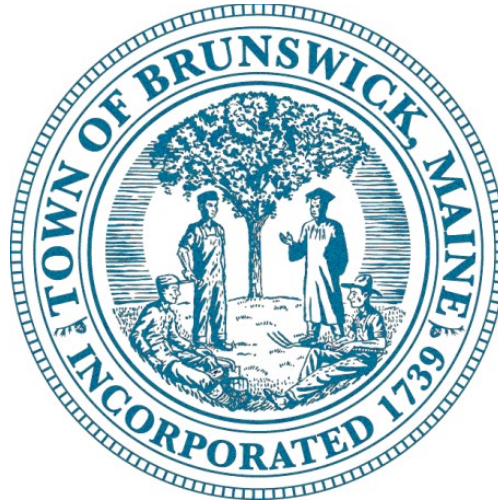



# Town of Brunswick, Maine



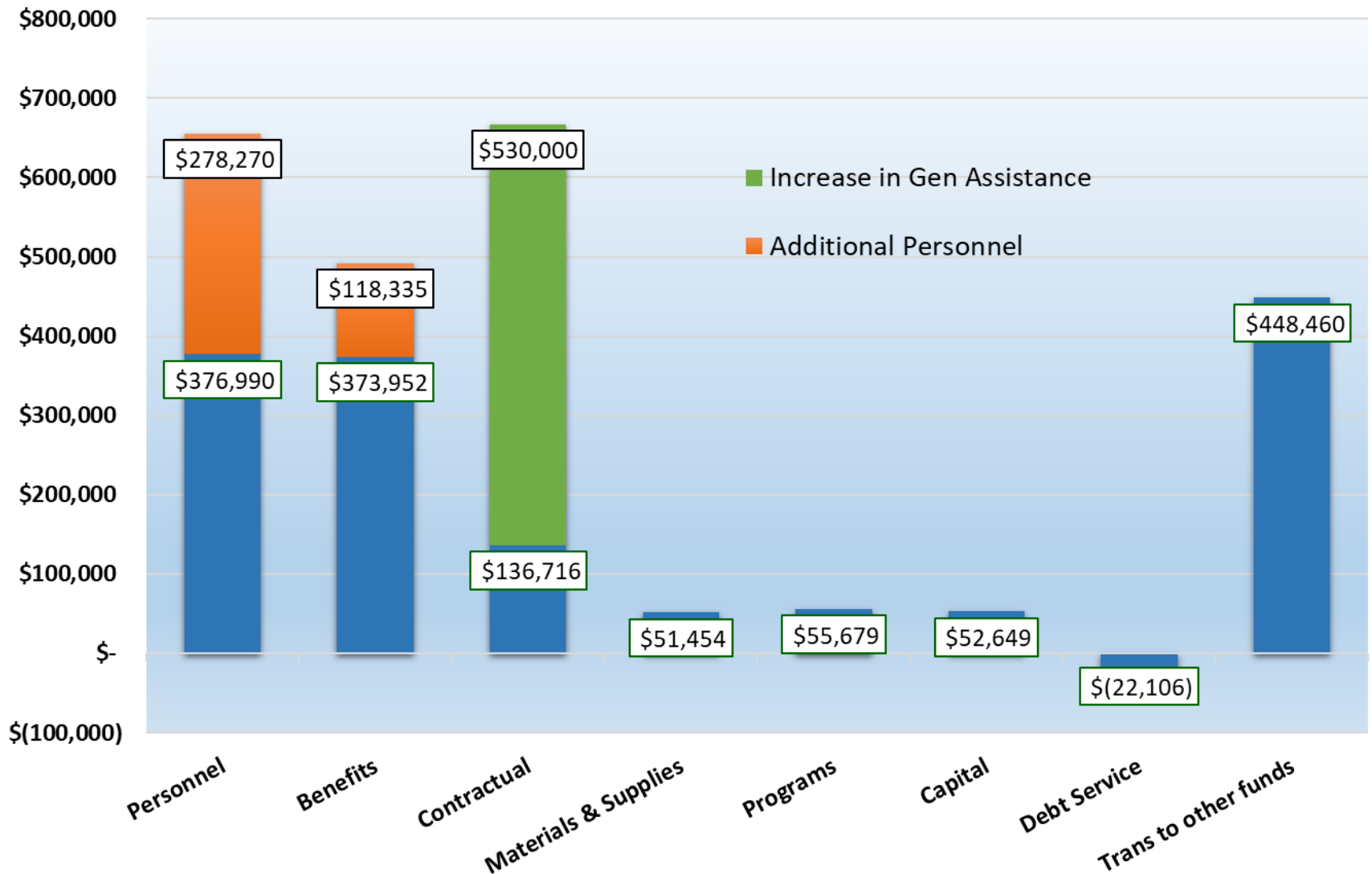
## 2020–21 Budget Presentation of Manager's Preliminary Budget Municipal Departments Only

March 5, 2020

# 2020-21 Budget – Manager's Preliminary Municipal Departments Only

	19-20 Actual Budget	20-21 Department	Department Change	20-21 Manager's Prelim	Mgrs Prelim Change
<b>Non-Property Tax Revenues &amp; Sources</b>					
Revenues	6,770,691	7,336,691	566,000	7,336,691	566,000
Allowance for Deferred Taxes & Abatements	(275,000)	(275,000)	-	(275,000)	-
Adjustments for rounding/overlay	(433,330)	2,729	436,059	4,899	438,229
Other Sources	638,600	673,969	35,369	673,969	35,369
State Revenue Sharing	1,800,000	2,250,000	450,000	2,250,000	450,000
Uses of Fund Balance	500,000	500,000	-	500,000	-
Use of State Revenue Sharing Balance	112,000	-	(112,000)	-	(112,000)
Total Revenues & Sources	9,112,961	10,488,389	1,375,428	10,490,559	1,377,598
<b>Expenditures &amp; Transfers Out</b>					
Expenditures	23,992,774	26,495,526	2,502,752	25,944,713	1,951,939
Transfers Out	2,193,000	2,641,460	448,460	2,641,460	448,460
Total Expenditures & Transfers Out	26,185,774	29,136,986	2,951,212	28,586,173	2,400,399
Municipal net from prop tax	17,072,813	18,648,597	1,575,784	18,095,614	1,022,801
Total net from prop tax	45,435,557				
Budgeted valuation	2,304,034,323	2,304,034,323	-	2,304,034,323	-
Municipal Rate (per \$1000)	\$7.41	\$8.09 	\$0.68	\$7.85	\$0.44
Total Rate (per \$1000)	\$19.72				
<b>Estimated Municipal Depts impact on 2019-20 Tax Rate</b>			<b>3.45%</b>		<b>2.23%</b>

**2020-21 Budget**  
**Manager's Preliminary Budget - Municipal Departments Only**  
**Change from previous year - by Expenditure Category**



# Major drivers of category increases in Manager's preliminary budget

## Personnel & Benefits

- Admin Cultural Broker (starting August 2019) – \$104,125
- Town Council stipend (effective Jan 1, 2020) – \$20,454
- Planning Dept admin assistant – \$66,150
- Fire Dept – 4 firefighters (starting Jan 1, 2021 – \$165,831
- Public Works Dept two seasonal laborers – \$40,046

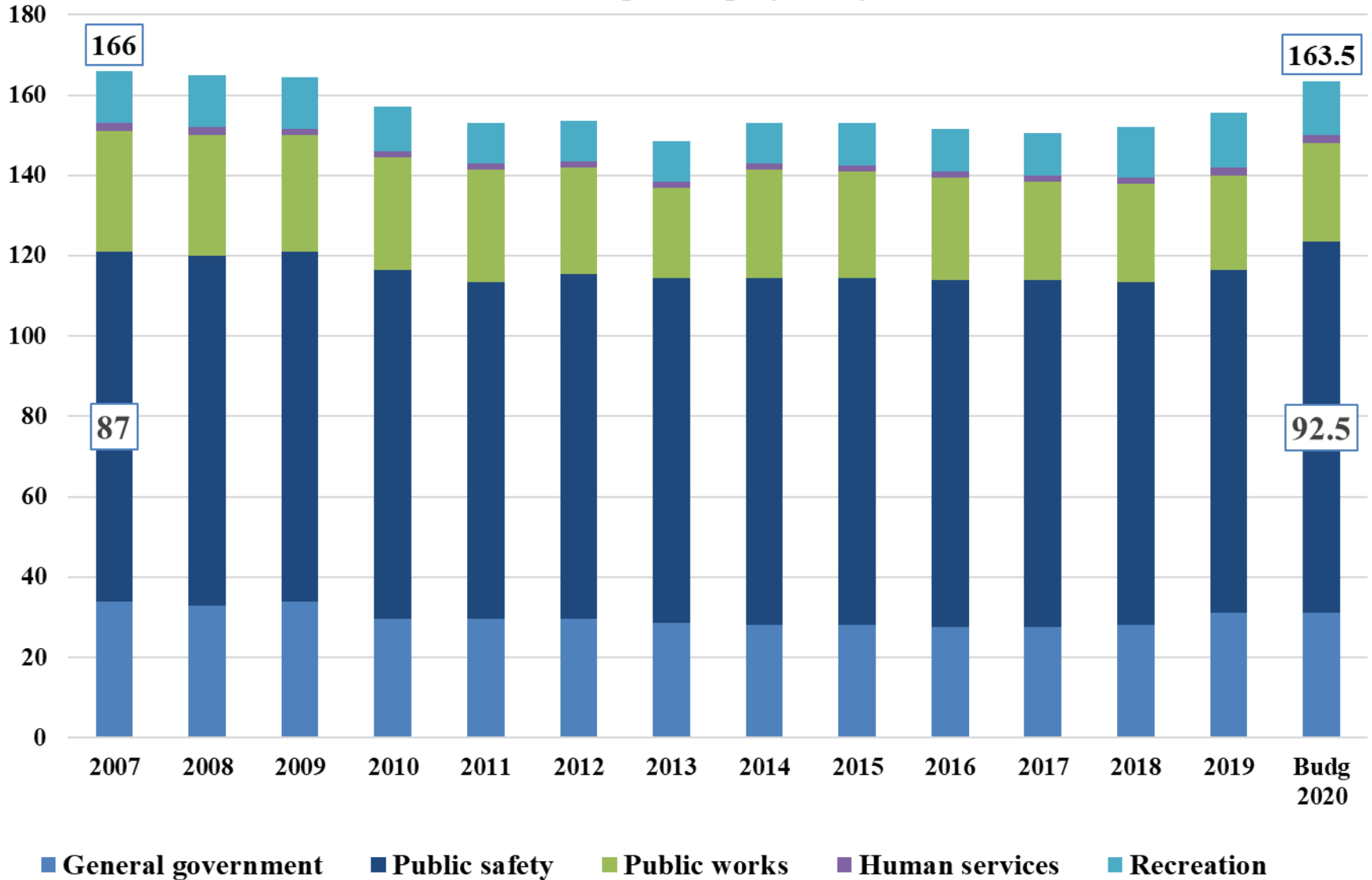
## Contractual Services

- Gen Assist – \$530,000
- Library – \$75,672
- Hydrants – \$50,000

## Trans to other funds

- Road resurfacing and/or rehabilitation– \$200,000
- IT/Cable TV Equipment Reserve – \$100,000

# Town of Brunswick Permanent Municipal Employees by Function



**TOWN OF BRUNSWICK, MAINE**  
**Permanent Municipal Employees by Function/Program**

<u>Function</u>	<u>Fiscal Year</u>			<u>2021 Budget Req</u>	<u>- Increase Req</u>
	<u>2007</u>	<u>2020 Budgeted</u>	<u>Change</u>		
General government					
Administration	4.0	5.0	1.0	6.0	1.0
Finance	10.0	8.0	(2.0)	8.0	-
Technology	-	1.0	1.0	1.0	-
Cable TV	1.0	1.0	-	1.0	-
Assessing	4.0	3.0	(1.0)	3.0	-
Town Clerk	4.5	4.0	(0.5)	4.5	0.5
Engineering	-	2.0	2.0	2.0	-
Planning and Codes	6.0	5.0	(1.0)	6.0	1.0
Coastal Resources	1.0	1.0	-	1.0	-
Economic development	2.0	1.0	(1.0)	1.0	-
Municipal building	1.5	-	(1.5)	-	-
Public safety					
Fire department	36.0	41.0	5.0	45.0	4.0
Police department & station	42.0	40.5	(1.5)	40.5	-
Emergency Services Dispatch	9.0	11.0	2.0	11.0	-
Public works					
Administration	6.0	4.0	(2.0)	4.0	-
General maintenance	17.0	16.0	(1.0)	16.0	-
Landfill	3.5	2.0	(1.5)	2.0	-
Central garage	3.5	2.5	(1.0)	2.5	-
Human services	2.0	2.0	-	2.0	-
Recreation					
Administration	6.0	5.0	(1.0)	5.0	-
Buildings and grounds	7.0	8.5	1.5	8.5	-
<b>Totals</b>	<b>166</b>	<b>163.5</b>	<b>(2.5)</b>	<b>170</b>	<b>6.5</b>

Admin Floater position  
replaced Assessing  
Clerk in FY2010

IT function contracted  
through School Dept  
until FY2011

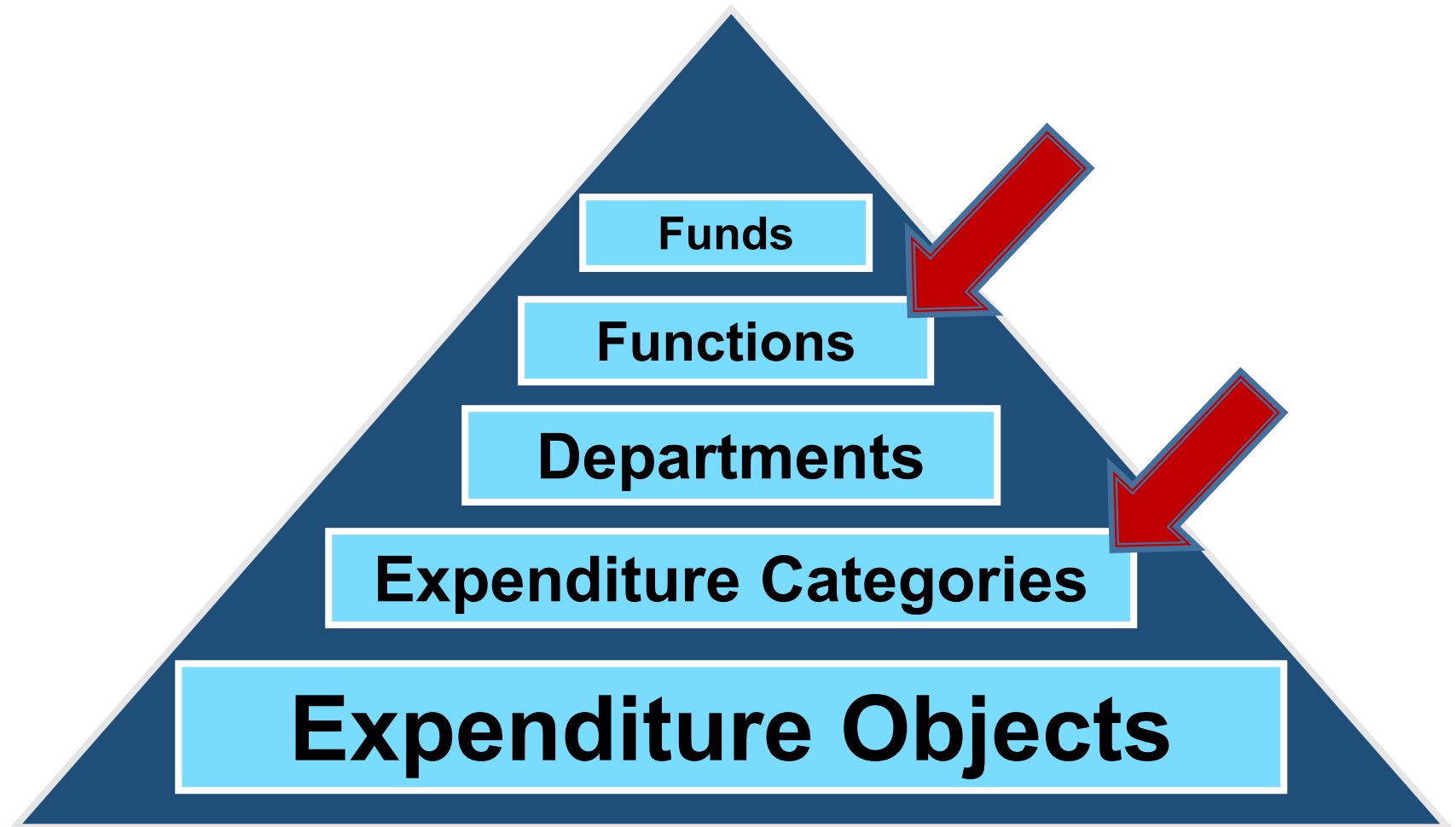
Moved Engineering  
Function out of PW in  
FY2019

Added 4 firefighters &  
1 inspector FY2020

Added dispatch  
services for Freeport  
and Pownal in FY2012

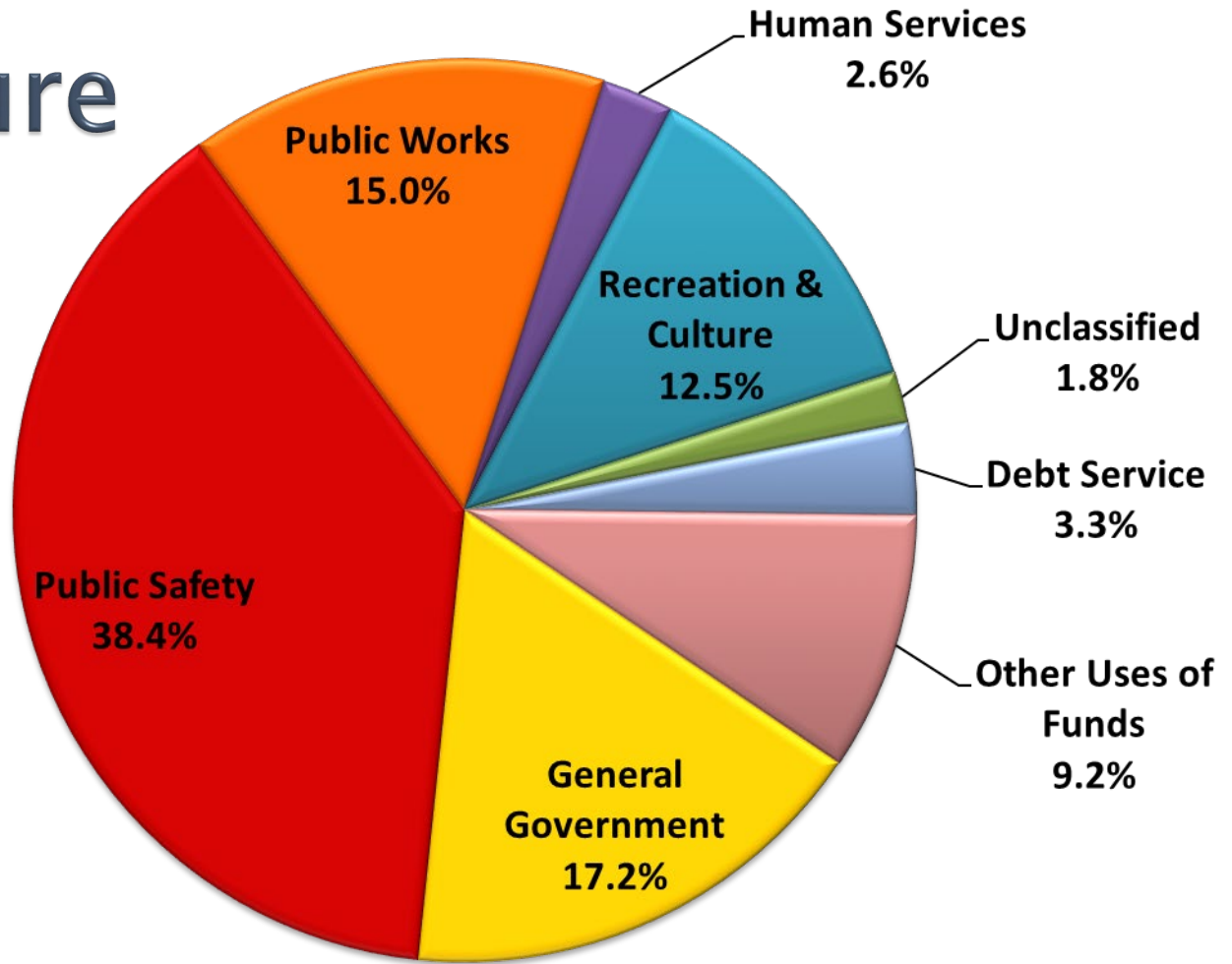
Seasonal Parks  
employees made  
permanent in FY2020

# Expenditure Classification



**Town of Brunswick  
Manager's Preliminary 2020-21 Budget  
Municipal Expenditures by Function**

# Expenditure Functions



# Municipal Department Expenditure Budget by Function

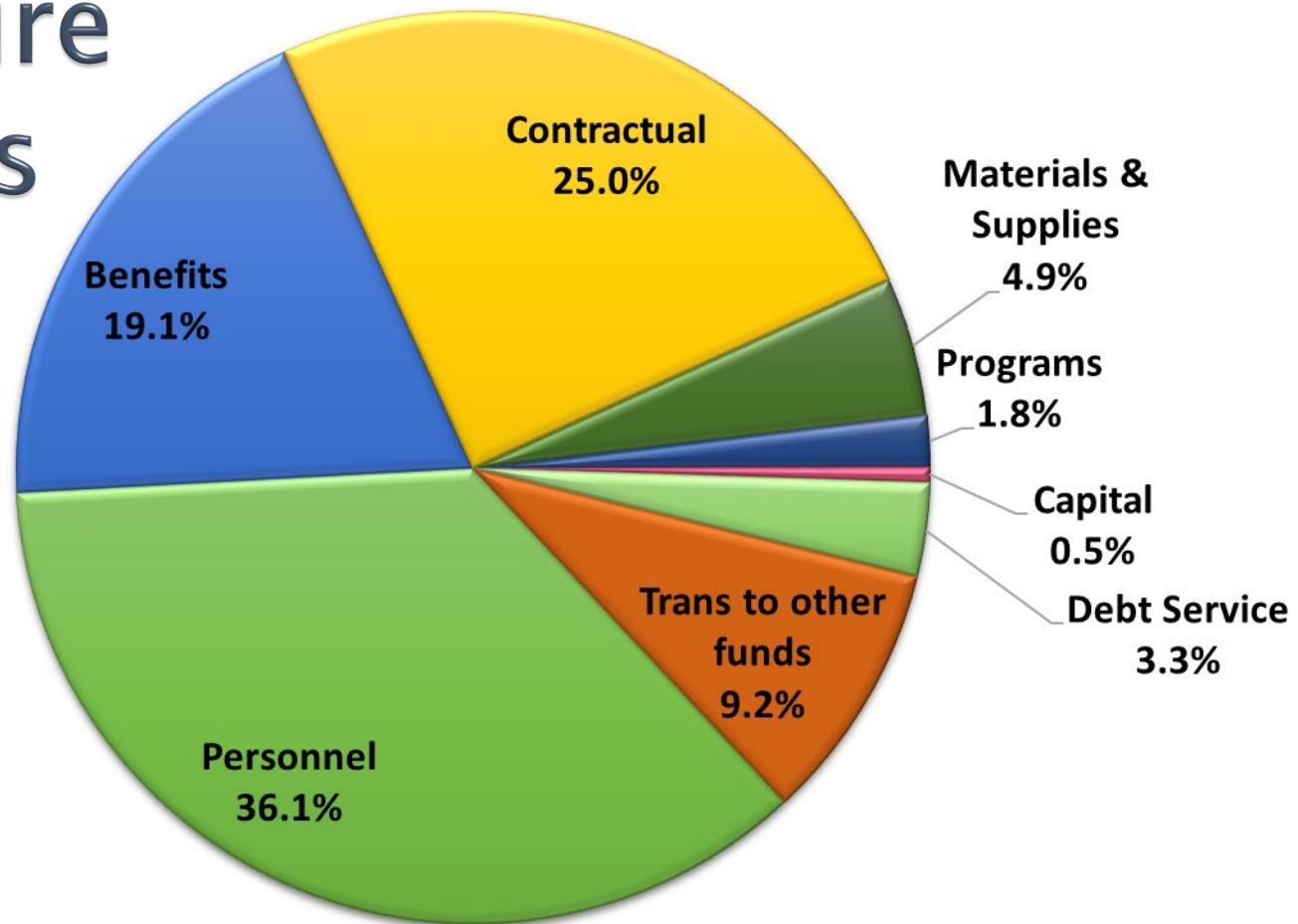
	<b>2019-20</b>	<b>2020-21</b>	<b>Manager's</b>	<b>2020-21</b>	<b>Mgr's Prelim</b>
	<b><u>Budget</u></b>	<b><u>Department</u></b>	<b><u>Adjustments</u></b>	<b><u>Manager 1</u></b>	<b><u>Change</u></b>
General Government	\$4,454,184	\$5,156,613	(\$238,600)	\$4,918,013	\$463,829
Public Safety					
Fire	3,945,553	4,565,401	(\$153,800)	4,411,601	466,048
Police	5,439,594	5,639,949	(\$60,000)	5,579,949	140,355
Other	920,582	993,414	(\$22,000)	971,414	50,832
Public Works	4,120,676	4,289,463	\$0	4,289,463	168,787
Human Services	198,247	735,435	\$0	735,435	537,188
Recreation & Culture	3,393,355	3,640,405	(\$76,413)	3,563,992	170,637
Unclassified	550,040	526,409	\$0	526,409	(23,631)
Debt Service	970,543	948,437	\$0	948,437	(22,106)
Other Uses of Funds	<u>2,193,000</u>	<u>2,641,460</u>	<u>\$0</u>	<u>2,641,460</u>	<u>448,460</u>
	<b>\$26,185,774</b>	<b>\$29,136,986</b>	<b>(\$550,813)</b>	<b>\$28,586,173</b>	<b>\$2,400,399</b>

## **Manager's Adjustments - Preliminary Budget**

Administration - Travel	(23,600)
Planning Dept - Housing Study	(50,000)
Planning Dept - Climate Action Plan	(100,000)
Eco Dev - Wayfinding Study	(25,000)
Eco Dev - Prof Services other	10,000
Eco Dev - Cooks Corner Design	(50,000)
Fire Dept - Start 4 Firefighters in January	(150,000)
Fire Dept - Water vacs	(3,800)
Police Dept - Salary vacancy	(60,000)
Coastal Resources - Part-time wages	(11,000)
Coastal Resources - Upweller	(11,000)
Parks & Rec - Furbish trails devel	(49,210)
People Plus/Teen Center - 5% increase	(3,965)
Curtis Memorial Library - 5% increase	(23,238)
	(550,813)

**2020-21 Budget  
Manager's Preliminary Budget  
Municipal Expenditures by Category**

# Expenditure Categories



## Contractual Services

- General Assistance
- Waste Disposal
- Contracted plowing & road construction
- Repair & Maintenance
  - Vehicles & Equipment
  - Buildings & Facilities
- Electricity/Water/Sewer
- Legal & Professional
- Insurance
- Telephone & Internet
- Postage, Printing
- Training

## Materials & Supplies

- Fuel
  - Gasoline & Diesel
  - Natural Gas & Heating Oil
- Salt & Sand
- Road & storm sewer construction materials
- Office/computer supplies
- General supplies
- Minor equipment and hand tools

# Revenues and Other Sources

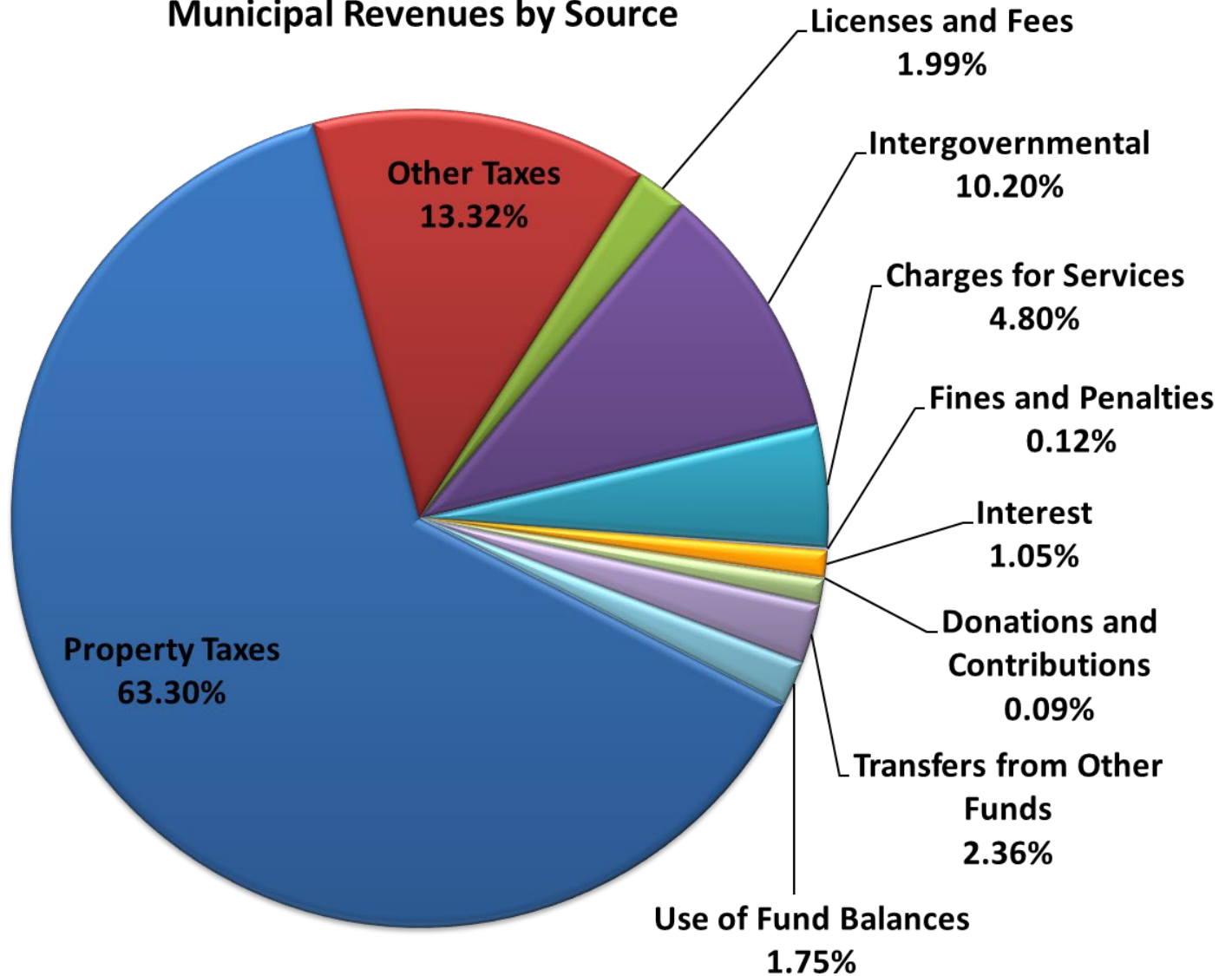
## Largest Revenues & Sources

- ▶ Property Taxes
- ▶ Other Municipal Revenues/Sources
  - State Revenue Sharing
  - Excise Taxes
  - Ambulance Service Fees
  - Unassigned Fund Balance

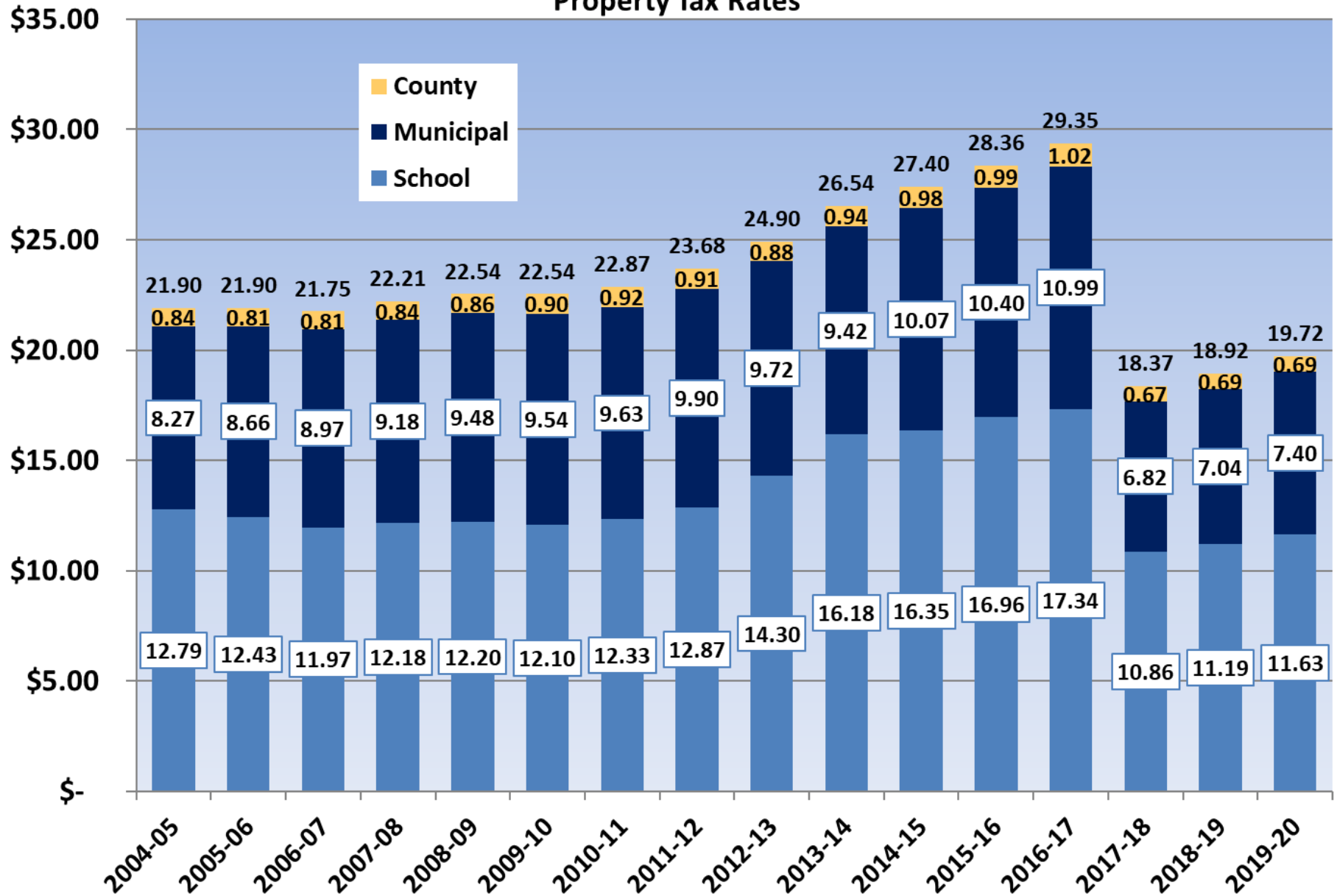
## Drivers of 2020–21 Increase

- ▶ State Revenue Sharing – \$450,000
- ▶ State GA Reimbursement– \$365,000
- ▶ Interest on Deposits – \$80,000
- ▶ Auto Excise Taxes – \$60,000

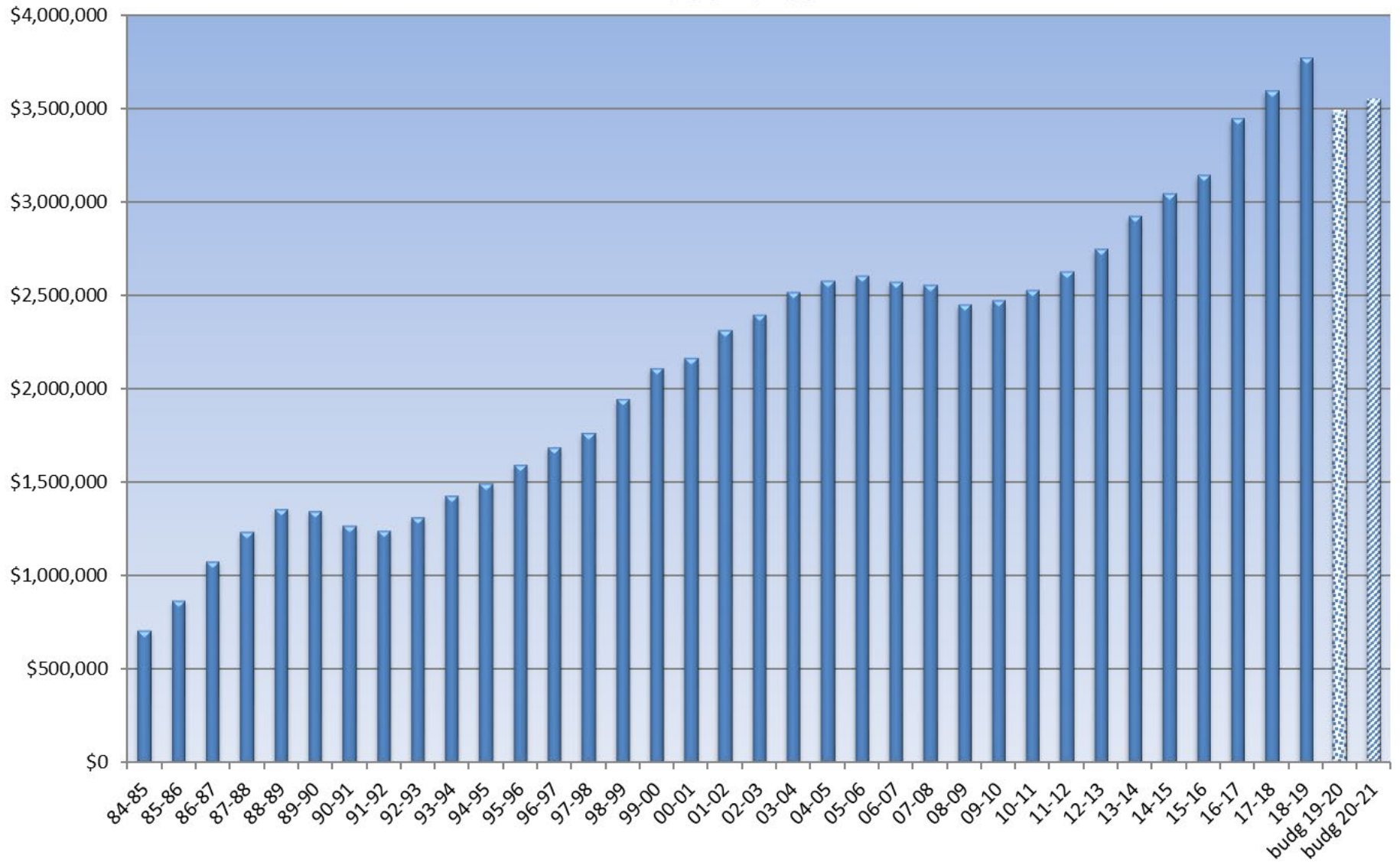
**Town of Brunswick  
Manager's Preliminary 2020-21 Budget  
Municipal Revenues by Source**



# Town of Brunswick Property Tax Rates

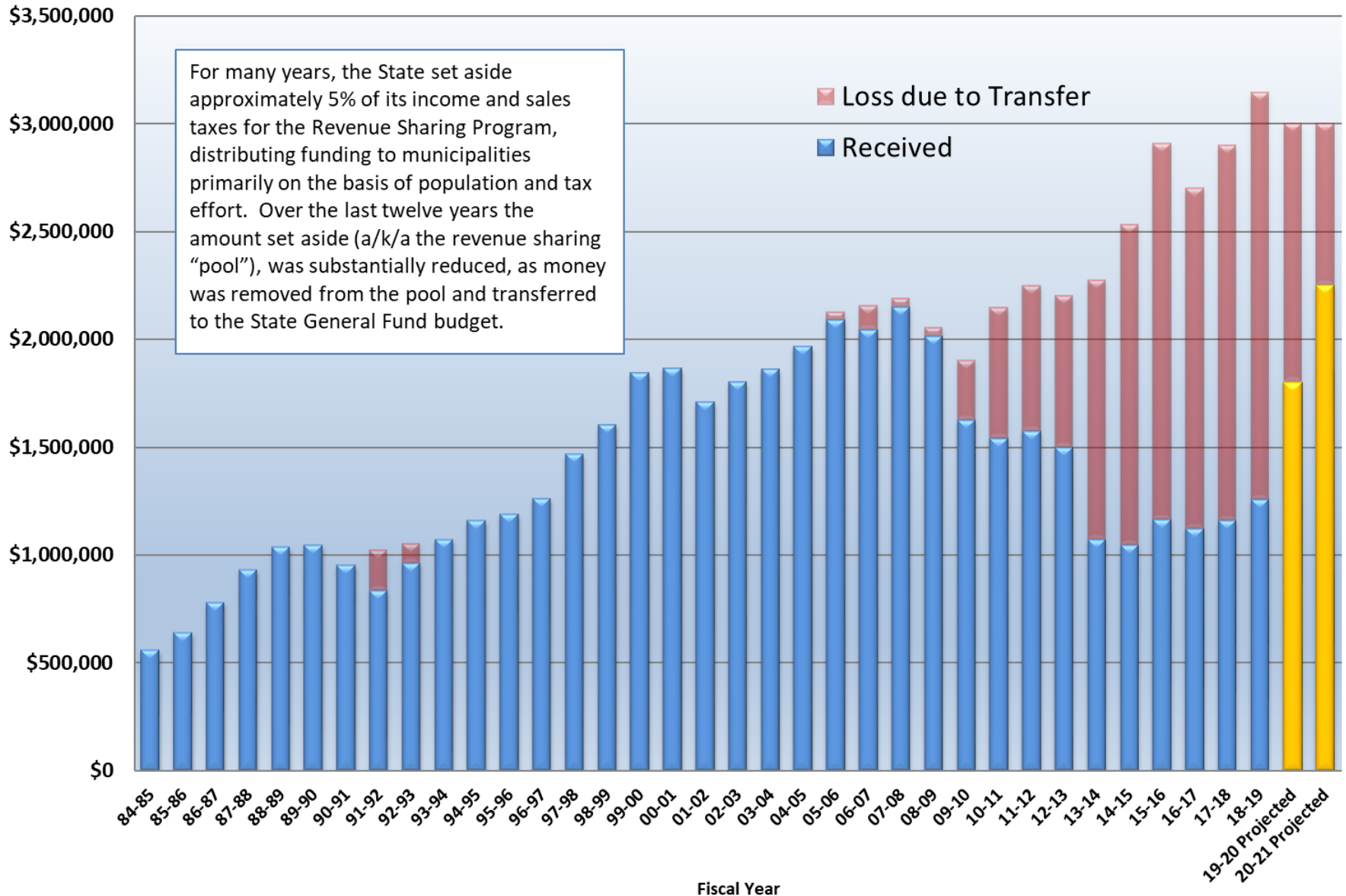


# Town of Brunswick Excise Taxes

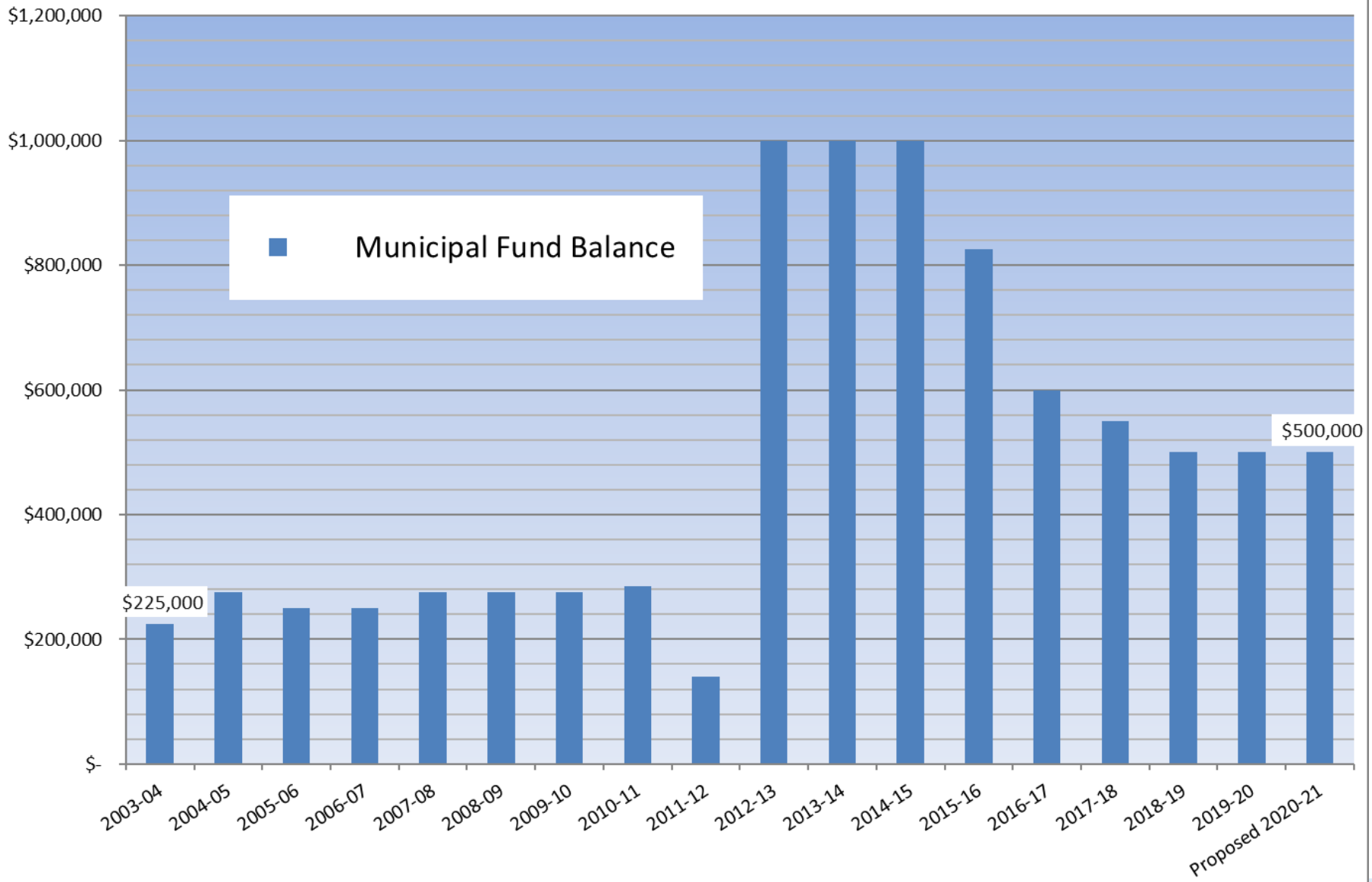


# Town of Brunswick

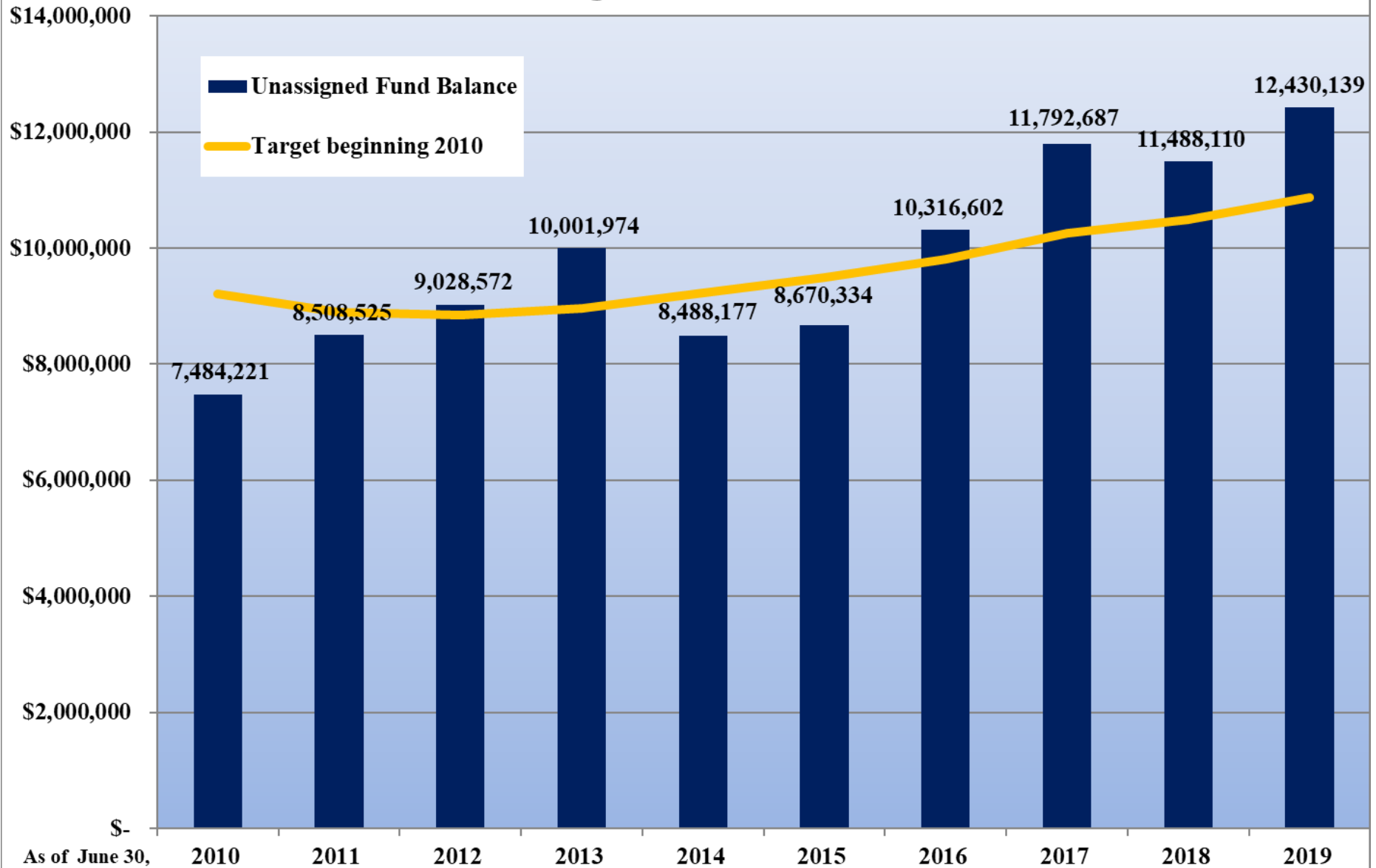
## State Revenue Sharing & State Transfers



# Town of Brunswick Annual Budget Use of Municipal Fund Balance



# Town of Brunswick Unassigned Fund Balance



Use of Fund Balance

	-	-	-		
Description	2016-17	2017-18	2018-19	2019-20	2020-21
Use in Annual Budget	600,000	550,000	500,000	500,000	500,000
Capital Budget & Assigned Supp	40,000	480,207	1,251,500	902,500	911,000
Starting unassigned FB over/(under) target	509,123	1,537,740	995,245	1,556,571	
Supplemental Appropriations:	40,000	100,000	105,000	-	-
5/26/16 Capital Budget - Vehicle Wash Bay planning	20,000				
5/26/16 Capital Budget - Rec Ctr Interior Space plan	20,000				
2/6/17 Browntail Moth Program	40,000				
	80,000				
5/25/17 Capital Budget - Facilities Reserve		400,000			
5/25/17 Capital Budget - PD Vehicle fit-out		80,207			
10/16/17 Fire Station planning		100,000			
		580,207			
5/24/18 Capital Budget - BHS - Crooker AC			300,000		
5/24/18 Capital Budget - Facilities Reserve			300,000		
5/24/18 Capital Budget - Private Dark Fiber			130,500		
5/24/18 Capital Budget - Kimberley Circle			165,000		
5/24/18 Capital Budget - Moody & Merryman paving			180,000		
5/24/18 Advance to School Dept for 2 buses			176,000		
9/17/18 Sept 2018 Wind Storm			30,000		
2/19/19 BHS Crooker AC amt not used			(175,000)		
2/19/19 BHS Track			250,000		
			1,356,500		
5/13/19 Capital Budget - Facilities Reserve				300,000	
5/13/19 Capital Budget - Street Resurfacing/Rehabilitation				200,000	
5/13/19 Capital Budget - People Plus Parking Lot				100,000	
5/13/19 Capital Budget - Bath Rd Signal Upgrades				50,000	
5/13/19 Capital Budget - IT Server System Upgrade				252,500	
				902,500	
Proposed CIP - MDOT Match Road Work					250,000
Proposed CIP - MDOT Match Bath Rd Signals					20,000
Proposed CIP - LED Streetlights					381,000
Proposed CIP - SCBA Replacement					260,000
					911,000

# Municipal Budget Priorities

- ▶ Legally Required
- ▶ Subsidies to Enterprises
- ▶ Public Safety
- ▶ Public Works
- ▶ Infrastructure
- ▶ Vehicle/Facility Reserves
- ▶ General Government
- ▶ Parks & Recreation
- ▶ Support to Organizations
- ▶ All Other

**2020–21 Budget and 2021–2025 CIP  
Upcoming Meetings/Workshops/Presentations:**

- Thursday, 3/5/20 – Manager’s Preliminary Municipal Budget, Fire Dept
- Thursday, 3/12/20 – BDA, Parks & Recreation
- Thursday, 3/19/20 – CM Library, Police Dept
- Thursday, 3/26/20 – People Plus, Public Works & Engineering, Clerk
- Thursday, 4/2/20 – Manager’s Budget
- Monday, 4/6/20 – set Public Hearing
- Thursday, 4/9/20 – Budget/CIP workshop
- Thursday, 4/16/20 – Budget/CIP workshop
- Thursday, 4/23/20 – Budget/CIP workshop
- Monday, 4/27/20 – Budget/CIP Public Hearing
- Thursday, 4/30/20 – Budget/CIP workshop
- Thursday, 5/7/20 – Budget/CIP workshop
- Monday, 5/11/20 – Budget/CIP workshop
- Thursday, 5/14/20 – Budget/CIP adoption
- Tuesday, 6/11/19 – School budget referendum

April & May  
workshops as  
needed